



## County of San Mateo

### Contract Amendment Coversheet and Contract Amendment for >\$200K

CONTRACT SUMMARY		
<b>Contract No:</b>	<b>Contractor Name</b>	<b>Amendment No:</b>
24-74000-C00308	Millbrae School District	1

THE AGREEMENT HAS CHANGED AS FOLLOWS:			
Agreement Amount			
Original Amount:	\$189,818		
Current Amount:	Addition or Reduction:	New Total:	
\$189,818	\$30,000	\$219,818	
Agreement Term			
Original Start Date:	July 1, 2024	Original End Term:	June 30, 2025
Amendment 1 Start Date:	No Change	Amendment 1 End Date:	No Change

#### Paragraph Changes:

Section 3. Payments of the Agreement is amended

Exhibit B of the Agreement is amended

**AMENDMENT TO AGREEMENT  
BETWEEN THE COUNTY OF SAN MATEO AND  
MILLBRAE SCHOOL DISTRICT**

THIS AMENDMENT TO THE AGREEMENT, entered into this \_\_\_\_\_,  
by and between the County of San Mateo, hereinafter called "County," and Millbrae School  
District, hereinafter called "Contractor";

**W I T N E S S E T H:**

WHEREAS, pursuant to Government Code, Section 31000, County may contract with independent contractors for the furnishing of such services to or for County or any Department thereof;

WHEREAS, on June 25, 2024 the parties entered an agreement (the "Agreement") for a term of June 1, 2024 through June 30, 2025, for a total obligation amount not to exceed \$189,818, and

WHEREAS, the parties wish to amend the Agreement to increase funds, by \$30,000 for a revised total obligation not to exceed \$219,818 and amend Exhibit B, Section V. Budget, and

**NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:**

**1. Section 3 Payments is amended to read as follows:**

In consideration of the services provided by Contractor in accordance with all terms, conditions, and specifications set forth in this Agreement and in Exhibit A, County shall make payment to Contractor based on the rates and in the manner specified in Exhibit B. County reserves the right to withhold payment if County determines that the quantity or quality of the work performed is unacceptable. In no event shall County's total fiscal obligation under this Agreement exceed TWO HUNDRED NINETEEN THOUSAND EIGHT HUNDRED AND EIGHTEEN DOLLARS (\$219,818). In the event that the County makes any advance payments, Contractor agrees to refund any amounts in excess of the amount owed by the County at the time of contract termination or expiration. Contractor is not entitled to payment for work not performed as required by this agreement.

## 2. Exhibit B is amended to read as follows:

## V. Budget

## a) TK-3 Budget

## The Big Lift FY 24-25 Budget TK-3

	Millbrae	
<b>PERSONNEL</b>		The Big Lift
	Big Lift Literacy Lead	\$18,000
	Subs to support TBL assessments & professional development opportunities for TK-3 teachers	\$13,000
	Family Engagement Specialist	\$37,500
	Teacher Hourly work	\$8,930
	<b>Total</b>	<b>\$77,430</b>
<b>BENEFITS</b>		
	Benefits/Payroll Taxes (not to exceed this amount)	\$38,300
	<b>Total benefits</b>	<b>\$38,300</b>
<b>MATERIALS AND SUPPLIES</b>		
	Food/supplies for Family Engagement events	\$6,668
	Instructional materials to support alignment with the Science of Reading	\$59,060
	<b>Total books and supplies</b>	<b>\$65,728</b>
<b>CONTRACTED SERVICES</b>		
	Professional Development for Certificated & Classified Staff	\$4,000
	Online Subscription- Renaissance Learning and other services	\$17,000
	<b>Total Contracted Services</b>	<b>\$21,000</b>
	<b>Total</b>	<b>\$202,458</b>
<b>INDIRECT COSTS</b>		
	Indirect up to 15% of personnel and benefits	\$17,360
<b>SUBTOTALS</b>		<b>\$219,818</b>

County Shall have the option to adjust funding across line items in the Budget/s as agreed upon by both parties and approved by the County in writing as long as it does not exceed the total agreement obligation.

b) County will:

- I. Have the option to modify or add related services, and adjust costs accordingly to meet its project goals, as agreed upon by both parties in writing as long as it does not exceed the total agreement obligation. The cost to provide additional services will be determined at the time of request and pre-approved by both parties.
- II. Pay Contractor within 30 days upon approval of invoice(s) and their corresponding back-up documentation for services shown in Exhibit A.

**3. All other terms and conditions of the agreement dated June 25, 2024, between the County and Contractor shall remain in full force and effect.**

In witness of and in agreement with this Agreement's terms, the parties, by their duly authorized representatives, affix their respective signatures:

**For Contractor:**

Signed by:



3/24/2025

Lisa Hickey

Contractor Signature

Date

Contractor Name (please print)

**For County:**

COUNTY OF SAN MATEO

By:  
President, Board of Supervisors, San Mateo County

Date:

ATTEST:

By:  
Clerk of Said Board